



TOWN OF MANCHESTER



POSITION AVAILABLE

Battery Replacement Technician (Water and Sewer Department)

Part Time - Temporary

19.5 hours per week / \$18.00 per hour / No Benefits

Some Evening and Saturday hours may be required (hours are flexible)

CLOSING DATE: Friday, May 22, 2015

(Applications must be received in the Human Resources Department by 4:30 p.m.)

SUMMARY OF POSITION: Under direction, performs semi-skilled work associated with the installation and replacement of batteries in the water meter reading system for the Town Water Department. This position works closely with the Water Meter Technician and is under the direction of the Customer Service Manager or his/her designee. This position is temporary for 1-2 year duration.

ESSENTIAL FUNCTIONS: Replace batteries in Water Metering Equipment that are necessary for the transmittal of data. Programs meter transmitters as necessary. May need to troubleshoot and repair signal wiring. Keeps a recorded log of work performed. Uses a hand-held and/or remote-read data recording device to log meter readings. Reports irregularities or evidence of meter tampering to Supervisor. Follows OSHA Standard Safety Procedures and Regulations as well as Town and Department policies.

REQUIREMENTS: Possession of a high school diploma or equivalency. Some mechanical ability or experience in the maintenance, installation, testing and repair of water meters helpful. Computer experience helpful. Must possess a valid driver's license, clean driving record and be able to drive a Town vehicle. May need to use personal vehicle on occasion.

All applications will be evaluated for training and experience. Interviews will be held with the most qualified applicants based on this evaluation.

Applications and job descriptions are available in the Human Resources Department, 41 Center, Street, P.O. Box 191, Manchester, CT 06045-0191 or by calling the Recruitment Information Line (860) 647-3170 or visit our website at: <http://hr.manchesterct.gov/>. Applications must be received in the Human Resources Department by 4:30 p.m. on Friday, May 22, 2015 or must be postmarked by Friday, May 22, 2015. **No faxed or e-mailed resumes and/or applications will be accepted.**

The Town of Manchester shall not discriminate on the basis of race, color, creed, age, sex, national origin, physical disability or sexual orientation. The Human Resources Department provides reasonable accommodation to persons with disabilities in accordance with the Americans with Disabilities Act (ADA). If you need an accommodation in the application or testing process, please contact the Human Resources Department.

The above posting is intended as a guide for personnel actions and must not be taken as a complete description of the position or the process.